



Operator Training Program Workshop Schedule

Fall/Winter 2009

Course #	Title	Location	Dates	Times	Maximum Enrollment	Fee	Registration Deadline
DEQ 19	Basic Lab Skills for Wastewater Operators	DEQ, Tidewater Regional Office	September 15 – 16, 2009	8:30 AM – 4:30 PM	16	\$100	September 8, 2009
DEQ 13	Activated Sludge Process Control Part I	Wolf Creek Water Reclamation Facility	October 6 - 8, 2009	8:30 AM – 4:30 PM	20	\$150	September 28, 2009
DEQ 19	Basic Lab Skills for Wastewater Operators	DEQ, Piedmont Regional Office	October 14 - 15, 2009	8:30 AM – 4:30 PM	16	\$100	October 6, 2009
DEQ 5	Wastewater Solids Testing	DEQ, Piedmont Regional Office	November 10, 2009	8:30 AM – 4:30 PM	16	\$50	November 2, 2009
DEQ 19	Basic Lab Skills for Wastewater Operators	Opequon Water Reclamation Facility	November 17 - 18, 2009	8:30 AM – 4:30 PM	16	\$100	November 9, 2009
DEQ 18	Introduction to BNR (Biological Nutrient Removal)	Broad Run Water Reclamation Facility	December 8 – 9, 2009	8:30 AM – 4:30 PM	20	\$100	November 29, 2009

Workshop Descriptions on Back of Page

DEQ – 19 Basic Lab Skills for Wastewater Operators**Training Credits: 1.0****Registration Fee: \$100.00**

This two day workshop provides hands on instruction in the basic skills required to accurately perform wastewater related sampling and testing. If you are responsible for conducting your facility's sampling and testing, this program will be extremely beneficial. The program covers lab water sources, equipment selection, equipment and glassware cleaning and storage, and the collection and preservation of representative samples. The program also includes hands-on experience in using glassware and lab instruments to dilute samples and chemicals and to prepare standards. It will also present the basic quality assurance considerations required at any facility performing permit related testing. The QA discussion will include the use of blanks, replicates, split samples and performance standards, procedures for the systematic verification of instrument accuracy, initial demonstration of competency (IDC) requirements and other quality assurance related topics. The program will include lectures, demonstrations and hands on laboratory activities.

DEQ – 13 Activated Sludge Process Control, Part I**Training Credits: 2.0****Registration Fee: \$150.00**

This three day workshop provides the knowledge and skills required to monitor and adjust the operation of an activated sludge treatment plant. The program will focus on the basic concepts, process observations, basic process control testing, including settled sludge volume (settleability) testing, microscopic examination, dissolved oxygen and alkalinity, recordkeeping and data interpretation. The program's hands on activities will include observation of an activated sludge system, collection and analysis of process control samples, and data analysis. Managers, operators and operator trainees of activated sludge treatment systems will find this program very helpful.

DEQ – 5 Wastewater Sampling & Testing – Solids Testing**Training Credits: 0.5****Registration Fee: \$50.00**

This one day workshop provides the knowledge and skills required to perform total suspended solids sampling and testing. The program includes hands on training on the subject analysis as well as sampling considerations, sample preservation methods, calculations, recordkeeping, reporting results and quality assurance requirements. It will also include a discussion of sampling and testing procedures for other solids analyses such as volatile solids, settleable solids, and, as time permits, determination of % solids and % volatile matter in solid and semi-solid samples. If you perform or supervise the performance of wastewater solids testing you will find this program beneficial.

DEQ – 18 Introduction to BNR (Biological Nutrient Removal)**Training Credits: 1.2****Registration Fee: \$100.00**

This two day workshop provides an introduction to the principles involved in biological nutrient removal. The focus of the program will be the suspended growth (activated sludge) BNR processes. If you operate or manage a treatment system which includes biological nutrient removal or will be required to implement biological nutrient removal, this program will be helpful. The program will discuss the basic concepts associated with biological nutrient removal (nitrification, denitrification and biological phosphorus removal). It will identify performance factors, provide typical operating ranges for many of these factors and review various design and operational configurations currently being used for BNR. Based on availability, the program will include one or more site visits to facilities currently achieving full or partial BNR.

Operator Training Program Workshops

General Information

Registration:

Only complete applications (registration form & payment) submitted to the Department's Office of Finance at the address shown on the form will be considered. Applicants are accepted on a "first come - first served" basis. Registration forms, along with payment, should be received before the workshop registration deadline (typically 5 business days before the start of the class). Due to popularity of the programs, no "walk-in" registrations can be accepted. To register for these programs complete the registration form, attach the appropriate payment and send to the address shown on the form. You will receive notification of your acceptance and an information package containing directions and other pertinent information.

Fees:

Fees are based on the length of the program and the complexity of the topic area covered. Fees for each program are listed on the schedule. Fees must be submitted in the form of check or money order made payable to the Department of Environmental Quality prior to the start of the program. No purchase orders or credit cards can be accepted. State Agencies should contact the Department's Finance Office (804 698-4162) for IAT procedures.

Workshop Approval:

Unless otherwise noted, these courses are approved by the Virginia Board for Waterworks and Wastewater Works Operators and Onsite Sewage System Professionals. Approved programs can, when applicable, be used as substitution for required operational experience.

Withdrawal, Substitution & Refund Policy:

Registrants who must withdraw from the workshop should notify the Department by phone, mail or email as soon as possible. Substitutions are permitted anytime prior to the start of class.

Note: Registrants who withdraw from the program at least 5 business days prior to the start of the program will receive a full refund. Withdrawals made after this time will not be eligible for a refund.

Cancellation:

The Department reserves the right to cancel any program when there are insufficient registrations. People who register will be notified of the cancellation and receive a refund of the registration fee.

Breaks and Lunches:

The registration fee does not include break refreshments or lunch.

Additional Information:

Contact the Operator Training Program staff:

Jason Spicer
Phone: 804 698-4143
jason.spicer@deq.virginia.gov

or

Wayne Staples
Phone: 804 698-4106
wayne.staples@deq.virginia.gov

Course Location Information on Back of Page

Course Locations:

DEQ – Tidewater Regional Office (TRO)

The Tidewater Regional Office of the Department of Environmental Quality is located at 5636 Southern Boulevard, Virginia Beach, VA 23462. Persons registering for workshops at this location will receive directions and other pertinent information (i.e. nearby lodging and restaurants).

Wolf Creek Water Reclamation Facility

The Wolf Creek Water Reclamation Facility is located in Abingdon, Virginia. Persons registering for workshops at this location will receive directions and other pertinent information (i.e. nearby lodging and restaurants).

DEQ - Piedmont Regional Office (PRO)

The Piedmont Regional Office of the Department of Environmental Quality is located at 4949A Cox Road Glen Allen, Virginia 23060. Persons registering for workshops at this location will receive directions and other pertinent information (i.e. nearby lodging and restaurants).

Opequon Water Reclamation Facility

The Opequon Water Reclamation Facility is located in Winchester, Virginia. Persons registering for workshops at this location will receive directions and other pertinent information (i.e. nearby lodging and restaurants).

Broad Run Water Reclamation Facility

The Broad Run Water Reclamation Facility is located in Loudoun, Virginia. Persons registering for workshops at this location will receive directions and other pertinent information (i.e. nearby lodging and restaurants).



DEQ

Operator Training Program

Workshop Registration Form

Please check the workshop(s) you are registering for: (If more than one person from your facility is planning to attend, please use a separate form for each person registering)

- | | |
|--|----------------------------------|
| _____ DEQ 19 Basic Lab Skills for Wastewater Operators
DEQ, Tidewater Regional Office, Virginia Beach | September 15 – 16, 2009
\$100 |
| _____ DEQ 13 Activated Sludge Process Control, Part I
Wolf Creek Water Reclamation Facility, Abingdon, VA | October 6 - 8, 2009
\$150 |
| _____ DEQ 19 Basic Lab Skills for Wastewater Operators
DEQ, Piedmont Regional Office, Glen Allen, VA | October 14 – 15, 2009
\$100 |
| _____ DEQ 5 Wastewater Solids Testing
DEQ, Piedmont Regional Office, Glen Allen, VA | November 10, 2009
\$50 |
| _____ DEQ 19 Basic Lab Skills for Wastewater Operators
Opequon Water Reclamation Facility, Winchester, VA | November 17 - 18, 2009
\$100 |
| _____ DEQ 18 Introduction to Biological Nutrient Removal
Broad Run Water Reclamation Facility, Loudoun, VA | December 8 - 9, 2009
\$100 |

Registrant Information:

Name: _____

Mailing Address:

Street/PO Box: _____

City: _____ State: _____ Zip: _____

Daytime Phone: (____) - ____ - _____ Daytime Fax: (____) - ____ - _____

Email: _____

Employer Information:

Employer: _____

Supervisor: _____

Daytime Phone: (____) - ____ - _____ Daytime Fax: (____) - ____ - _____

Email: _____

Mail registration form & payment to:

Office of Finance
Department of Environment Quality
PO Box 1104
Richmond, VA 23218

Total payment enclosed \$ _____

